

FACTSHEET ELECTION DAY OFFICIALS

IT'S FUN! IT'S REWARDING!

Assisting your neighbors and fellow citizens as an Election Day Official is a fun, challenging, and rewarding experience. This is your opportunity to volunteer your services to the community, and at the same time gain first-hand knowledge and experience in the electoral process.

NEED A FUNDRAISER?

This is an excellent opportunity for your nonprofit organization. Not only does your organization earn money, you are getting involved and participating in the electoral process. Requirements to participate are:

- Each participant must meet the minimum qualifications.
- A completed Tax Clearance Application for each organization.
- A signed Memorandum of Agreement for each organization.
- A completed recruitment worksheet for each organization.

WHAT ARE THE TYPES OF ELECTION DAY OFFICIALS?

- **Precinct Officials** provide the following services for voters:
 1. Assists voters with normal and special voting procedures.
 2. Secures ballots.
 3. Processes election documents.
 4. Monitors the Precinct Counter.
- **Counting Center Officials** provide the following services:
 1. Inspects and prepares ballots before tabulations.
 2. Processes and tabulates voted ballots.
 3. Conducts post-election audits.

- **Delivery & Collection Team (D/C Team) Officials** provide the following services:

1. Delivers ballots and all sensitive election materials to the polling places on election morning.
2. Collects all voted ballots and all sensitive election materials after the polls have closed on Election Day.

Each team consists of two members (not of the same political party) and a driver.

- **Control Center Officials** provide the following service:

Responds to inquiries and service requests received from polling places.

- **Facility Officials** provide the following services:

1. Sets up election equipment at polling places on election eves.
2. Provides access to polling places on Election Day.
3. Disassembles and stores the election equipment after the polls close on Election Day.

- **Supply Collection Officials** provide the following service:

Receives and inventories unissued ballots and precinct supplies from Precinct Chairpersons at designated sites after the polls close on Election Day.

WHEN ARE THE ELECTIONS?

2004 Primary Election: Saturday, September 18, 2004

2004 General Election: Tuesday, November 2, 2004

WHAT ARE THE MINIMUM QUALIFICATIONS?

- Be at least sixteen (16) years of age on or before June 30, 2004;
- Be a registered or pre registered voter in the State of Hawaii; and
- Be able to read and write English.

Restrictions:

- No parent, spouse, child, or sibling of a candidate may serve as a precinct official in any precinct where votes may be cast for the candidate.
- No candidate for elective office may serve as a precinct official in the same election in which the person is a candidate.
- No candidate who failed to be nominated in the primary or special primary election may serve as a precinct official in the following general election.

COMPENSATION

The compensation rates for each election worked for the 2004 Elections are:

- Precinct Chairperson\$ 85 to \$145

Rates are based on the unit size of the polling place. The unit size is based on the registered voter count in each precinct.

- Voter Assistance Official\$ 80
- Precinct Official\$ 75
- Standby Precinct Official\$ 75
- Alternate\$ 5
- Counting Center Official\$ 80 to \$105
- Delivery & Collection Official\$ 55 to \$ 95
- Control Center Official\$ 60 to \$225
- Facility Official\$ 40 to \$124

Rates are based on the unit size of the polling place. The unit size is based on the registered voter count in each precinct.

- Supply Collection Official\$ 50 to \$ 60

Every vote counts and so does your help!

This Factsheet is intended for informational purposes only and should not be used as an authority on the Hawaii election law and deadlines. Requirements and/or deadlines may change pending changes in legislation. Consult the Hawaii Revised Statutes and other sources for more detailed and accurate requirements.

Office of Elections
802 Lehua Avenue
Pearl City, Hawaii 96782
Phone: 808-453-VOTE(8683)
Neighbor Island Toll Free: 1-800-442-VOTE(8683)
TTY: 808-453-6150
Neighbor Island Toll Free: 1-800-345-5915
Internet: www.hawaii.gov/elections

Office of Elections - FSPO401D
Rev. 12/19/03